

Federal City Performing Arts Association Board of Directors Meeting Minutes

DRAFT

Wednesday, October 11, 1995

New York Avenue Presbyterian Church, Washington, DC

DIRECTORS: Present: Cohen, de Keyser, Dorr, Gerard, Greenwald, Madigan, Peirce, Perkins, Rosen, Wheeler, York.
Absent: O'Leary, Weeks (no proxies assigned).

STAFF: Holloway, McClelland, Monell.

GUESTS: Roger Bergstrom, Keyth Fitzgerald, André Marcial, Mike Milano, Chip Potts, Rick Rosendall, Mike Ziskind.

I. Call to Order

Meeting Called to Order at 7:30 pm by Wheeler.

II. Approval of Minutes

Discussion was held and minor typographical changes were made to both sets of minutes.

Dorr moved, Rosen seconded, to approve the September 13 and September 17 minutes as amended. Unanimous vote in favor (Cohen, Gerard, & York not present). Minutes approved.

III. Business Manager's Report

McClelland presented the Month 3 report (September). Significant components include:

- ▼ revenues are at budget for the month and ahead by approximately \$4,000 for the first quarter. (extra revenue due to higher than projected single-concert ticket sales)
- ▼ expenses are at budget for the month and over by approximately \$3,500 for the first quarter. (overages due primarily to compact disc production costs not budgeted)

McClelland introduced Chip Potts from our auditing firm who discussed our FY95 audited financial statements. The firm found that, in all material respects, our financial statements reflected our position and conditions fairly and in conformance with generally accepted accounting principles. Discussion was held regarding the report and major topics included:

- ▼ the corporation should establish guidelines and policies relating to our investments;
- ▼ need to discuss issues related to the optional nonprofit taxes in the District of Columbia; and
- ▼ the auditor's concern of our deficit budget for the current fiscal year.

Perkins moved, Dorr seconded, to accept the reports as presented. Unanimous vote in favor (York not present). Reports accepted.

IV. Benefit for Martha's Table

Keyth Fitzgerald presented a proposal to hold a benefit for Martha's Table entitled "Feeding the Body & Soul." Martha's Table is a local non-profit that feeds the homeless. GMCW would sponsor a drag show at Badlands on November 7th and donate the proceeds to Martha's Table. Badlands have agreed to host the event and donate all door proceeds from the evening. Discussion was held regarding:

- ▼ coordination and preparation for the event, and
- ▼ the request for a "loan" to cover publicity costs and the benefits of donating publicity costs.

Dorr moved, Cohen seconded, for GMCW to sponsor the event and provide a grant of up to \$275 to cover advertising costs in the *Blade*.

Nine in favor, one opposed, one abstention. Motion carried, sponsorship and grant approved.

V. GALA V Travel Committee Report

Mike Ziskind presented the findings of the committee regarding bids received for Tampa travel arrangements. Two bids were received and Alan Savada was awarded the contract for being the travel agent for the trip. Brief discussion was held regarding the bids and the conditions used to evaluate them.

VI. Music Director's Report

Holloway discussed details concerning the HRC, Kennedy Center, and GALA V performances. York expressed his appreciation for GMCW's participation in the HRC event. Discussion was held regarding a request for participation of two/three of our small groups to perform at NIH on December 14.

Gerard moved, Dorr seconded, to approve acceptance of the NIH invitation to perform on December 14 as a required concert for small group members.

Unanimous vote in favor (York not present). GMCW acceptance approved.

VII. G.M.C.W. Archivist

Roger Bergstrom presented a proposal to establish a GMCW Archival Program and volunteered to head such an effort. Discussion was held regarding the materials to be collected and methodologies to be used.

It was the sense of the Board that the GMCW Archival Program is a good one and the Board supports the efforts of Roger in establishing such a program.

VIII. Executive Director's Report

Monell expressed his pleasure at being so warmly welcomed into the GMCW family and thanked all members who have contributed to his quick assimilation into his new position. Brief discussion was held regarding housekeeping needs such as office supplies and record keeping.

IX. President's Report

Wheeler commended Monell on his contributions to date and expressed his confidence in our transition to working with a new executive director. October 28 will be a one-day board advance where the Board will discuss roles and expectations for Monell and the Board over the next six months.

X. Board's Role in Programming

Milano facilitated a half-hour discussion focused on issues relating to the Board's role in programming. Main discussion points included:

- ▼ outline of current programming procedures.
 - Rep. Advisory committee - thematic ideas
 - Music Staff - create conceptual framework for themes of the year
 - Board - discusses and approves conceptual framework for next year
 - Music Staff - create budget proposal for year within approved conceptual framework
 - Board - discusses and approves music budget for year
 - Music Staff, in conjunction with Rep. Advisory committee - selects pieces to fit within concept and budget framework.
- ▼ current changes to the process include planning on a two-year cycle instead of one and creating a five-year conceptual framework.
- ▼ issues identified as concerns include (no particular order):
 - ▼ members' expectations
 - ▼ artistic values vs. marketability
 - ▼ music director's job, in face of resistance, "no recourse"
 - ▼ how do disputes (mission vs. programming) get resolved?
 - ▼ participation in process of membership and Rep. Advisory Committee
 - ▼ knowledge of process & roles by membership, audience, cap club
 - ▼ input from audience prior to programming
 - ▼ formalized evaluation of programming after performance/season, linking with plans, play into next cycle
 - ▼ clarity of roles
 - ▼ clarity of process

Lengthy discussion was held regarding whether the Board wanted to invest time and resources in these issues at this time and if so in what manner.

Perkins moved, Madigan seconded, to establish a task force to address issues relative to programming as identified at this meeting.

Six approve, one oppose, two abstentions (York not present). Motion carried, task force created.

The Board expected the Task Force to work on the issues surrounding programming identified above and report back to the board with recommendations. Composition and time lines to be determined at a future Board meeting.

XI. New Business

Brief discussion was held regarding membership knowledge about Board meetings.

de Keyser moved, Cohen seconded, to make an announcement during the GMCW Rehearsal prior to each Board meeting at break about the meeting.

Unanimous in favor (York not present). Motion carried.

Wheeler challenged all board members to bring in a season subscription.

XII. Adjourn

There being no further business,

Dorr moved, Perkins seconded, to adjourn the meeting.

Unanimous vote in favor (York not present). Meeting adjourned at 9:42 pm.

A handwritten signature in dark ink, appearing to read 'J. R. Peirce', with a long horizontal flourish extending to the right.

Respectfully submitted,
Jeffrey R. Peirce, Secretary, FCPAA